

The seal of the Texas Comptroller of Public Accounts is visible in the background. It features a five-pointed star in the center, surrounded by a wreath. The words "THE COMPTROLLER" are written in a circle around the top, and "TEXAS" is at the bottom.

**Glenn Hegar**

Texas Comptroller of Public Accounts

# Electronic Property Transaction Submission Manual





# Electronic Property Transaction Submission Manual

## Background

### Legal Requirement

Tax Code Section 5.07(c) requires appraisal districts (CADs) to maintain the property sales information they collect as part of their uniform record keeping systems. The CADs are required to submit the data to the Comptroller's office, where it is compiled into a statewide database.

In order to ensure uniformity in the data across the CADs, the Comptroller's Property Tax Assistance Division (PTAD) requires that all property transfers be submitted electronically in a prescribed format. The submissions will be due each year in February and August.

### Uses for the Database

- Comptroller's Property Value Study (PVS);
- Public information for CADs and others; and
- Research

This information is used to identify valid sales for the PVS, which estimates the total taxable property value in school districts across the state. The Comptroller certifies these values to the Texas Education Agency, which uses the information in state funding calculations for each school district.

### Independence of the PVS

To maintain the independence of the study, PTAD's field appraisers will continue to collect sales information on real property from multiple listing services, real estate professionals, businesses and property owners, in addition to the sales submitted by CADs. Wherever possible, the PVS uses accurate and verified sales information, rather than property appraisals, because sales are more objective, efficient and economical.

## Submission Guidelines

### Include All Property Transaction Records

The files submitted to PTAD are used primarily by our field appraisers to generate the warranty deed questionnaires about property transactions and to verify information on known sales. In order to accomplish both tasks, the field appraisers need information on ALL property transactions in the possession of the CADs for the time period requested. PTAD requires that both valid and invalid transactions be included and will perform routine screening and validity checks before using them in any analysis.

*To ensure uniformity in the data, all property transfers must be submitted electronically in a prescribed format.*

*Specific information on each field can be found on the PTAD's website at: [comptroller.texas.gov/taxinfo/proptax/pdf/96-1208.pdf](http://comptroller.texas.gov/taxinfo/proptax/pdf/96-1208.pdf).*

## Include Transactions for the Required Time Period in Prescribed Record Format

The time period for the transactions begins Jan. 1 of the year prior to the submission date through the date of submission. The file must be in tab-delimited text (.txt), comma-delimited text (.csv) or Excel workbook (.xls or .xlsx) format. Specific information on each field required can be found on the PTAD's website at [comptroller.texas.gov/taxinfo/proptax/pdf/96-1208.pdf](http://comptroller.texas.gov/taxinfo/proptax/pdf/96-1208.pdf).

## Ensure that PTAD Receives Usable Files

PTAD can receive your property transactions file via the agency FTP site [privateftp.cpa.texas.gov/incoming/ptad\\_epts](http://privateftp.cpa.texas.gov/incoming/ptad_epts). If you place a file on our FTP site, please notify us by email at [ptad.sss@cpa.texas.gov](mailto:ptad.sss@cpa.texas.gov).

Please name the file in the following format: **XXxEPTSMMDYY.txt** ('XXX' = CAD number and **MMDYY** is the date the file is submitted).

The FTP site will not accept files with spaces in the file name.

PTAD also requests that each submission be accompanied by a *Media Information and Certification Form*. This form requires the signature of the chief appraiser certifying that all property transactions are included in the submission and that each field containing confidential information has been correctly identified. The form also provides important information about the number of records and the file format. Please list your deed type abbreviations in the appropriate place on the form.

Property transactions can be filed via the agency FTP site [privateftp.cpa.texas.gov/incoming/ptad\\_epts](http://privateftp.cpa.texas.gov/incoming/ptad_epts).

## An Important Change in Coding Confidential Information

The files we receive from each CAD are available to the public upon request in accordance with the Public Information Act. In order to make certain that PTAD is properly handling confidential information, we have expanded the coding scheme for Field 37—Confidential Code. Acceptable values and the description of which field contains confidential information for Field 37 are:

Acceptable Value	Description
A	parcel address (EPTS Field 7)
B	sale price (Field 10)
C	grantee address (Fields 22 and 23)
D	grantor address (Fields 29 and 30)
E	parcel address and sale price (Fields 7 and 10)
F	parcel address and grantee address (Fields 7, 22 and 23)
G	parcel address and grantor address (Fields 7, 29 and 30)
H	sale price and grantee address (Fields 10, 22 and 23)
I	sale price and grantor address (Fields 10, 29 and 30)
J	grantee address and grantor address (Fields 22, 23, 29 and 30)
K	parcel address, sale price and grantee address (Fields 7, 10, 22 and 23)
L	parcel address, sale price and grantor address (Fields 7, 10, 29 and 30)
M	parcel address, grantee address and grantor address (Fields 7, 22, 23, 29 and 30)
N	sale price, grantee address and grantor address (Fields 10, 22, 23, 29 and 30)
O	parcel address, sale price, grantee address and grantor address (Fields 7, 10, 22, 23, 29 and 30)
P	other confidential information
Q	no confidential information

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Field 37 can only contain one of the codes listed above. The field cannot be left blank and must be coded Q if the record does not contain any confidential information. For any records coded P for other confidential information, you will need to submit a list by account number indicating each field that contains confidential data and the legal provisions under which confidentiality was granted.

EPTS files containing confidential data will have to be encrypted before they are sent to us. Many common software programs offer encryption including WinZip and 7-zip. This encryption is satisfactory if the password is sent to us by email at [ptad.sss@cpa.texas.gov](mailto:ptad.sss@cpa.texas.gov). **If you do not have access to any of these programs, please contact PTAD at 1-800-252-9121 to discuss possible alternatives.**

## Common Errors to Avoid

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There are two common errors CADs need to avoid. The first is the time period covered in each submission. February submissions should include all transactions that have occurred since January 1 of the previous year. August submissions should also include all transactions that have occurred since January 1 of the previous year. There is an overlap and CADs will be submitting some records more than once. It is possible that additional sales verifications have occurred and new details of transactions are available. It is important that PTAD have correct, up to date information.

The second common problem with submissions is that they do not include all transactions. Do not include just those transactions that have been verified or eliminate those transactions that have been determined not to be arms length. By receiving all transactions, PTAD has the opportunity to review and analyze data and make their own determinations about the validity of transactions.

Below are a few other common errors for the fields identified:

- **Missing data** – please check to see if all the fields are in the data file.
- **Data in the wrong position** – please check to see that the data is in the correct position in the file, if a field is optional and you will not be submitting it, please insert a blank column or the appropriate number of characters for it.
- **Data formatted incorrectly** – please see the formatting requirements on the record layout and format your data accordingly.
- **Most recent appraised value not submitted.**

## Help is Available

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PTAD has developed an Excel spreadsheet for your use in preparing your submission. The spreadsheet, which is available at [comptroller.texas.gov/taxinfo/proptax/doc/EARSColumnHeaders.xlsx](http://comptroller.texas.gov/taxinfo/proptax/doc/EARSColumnHeaders.xlsx), contains a template with the PTAD's column headers and an example of the correct format for each column (scroll down to the Sales Submission Record Format and click the XLS format link).

For assistance with your submission, you may contact the Data Security and Analysis team at **1-800-252-9121**, select “2” to access the menu, then select “2” again to reach the team.

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# Electronic Property Transaction Submission Media Information and Certification Form (MICF)

Property Tax  
**Form 50-793**

**THIS FORM MUST BE COMPLETED WITH EVERY SUBMISSION.**

Your submission will not be accepted if this form is not complete or if the submission does not comply with Electronic Property Transaction Submission Manual's record Layout. Please email this form to: ptad.sss@cpa.texas.gov.

## Appraisal District Information

Appraisal District Name

District Number

Certification Date

Date Prepared

**I certify that this submission contains all required information for all property transaction records held by this appraisal district for the specified time period, and that each field containing confidential information has been correctly identified.**

Chief Appraiser Signature

## Contact Person Information

Name

Title

Current Mailing Address (number and street)

City, Town or Post Office, State, ZIP Code

Phone (area code and number)

Email Address

## Software Vendor Information (if applicable)

Name

Title

Current Mailing Address (number and street)

City, Town or Post Office, State, ZIP Code

Phone (area code and number)

Email Address

## Record Information

Number of records in submission: \_\_\_\_\_

Date Range of Transactions: \_\_\_\_/\_\_\_\_/\_\_\_\_ through \_\_\_\_/\_\_\_\_/\_\_\_\_

## Abbreviations for Deed Types for Transactions

Deed Type	Abbreviation	Deed Type	Abbreviation
Example: General Warranty Deed	GWD		

## Type of Media

Please name the file in the following format: **XXEPTSMDDYY.txt** ('XXX' = CAD number, 'MMDDYY' is the date the file is submitted). Acceptable formats are .txt, .csv or Excel. The file should be copied to the Comptroller's secure FTP site at privateftp.cpa.texas.gov. If you are not already a registered user of this site, please contact Leslie Adam at 512-305-9920 or by email at leslie.adam@cpa.texas.gov.

The Property Tax Assistance Division at the Texas Comptroller of Public Accounts provides property tax information and resources for taxpayers, local taxing entities, appraisal districts and appraisal review boards.

For more information, visit our website:  
[comptroller.texas.gov/taxinfo/proptax](http://comptroller.texas.gov/taxinfo/proptax)  
50-793 • 04-15/4

# Property Transaction Record Format

Field #	PTAD Column Header	Field Name	Type	Length (Total)	Decimal Places	Begin Position	End Position	Description
1	CAD_ID	CAD Code	Numeric	3	0	1	3	The numeric identification code for each appraisal district as assigned by the Texas Comptroller's Property Tax Assistance Division. This three-digit code is unique to the appraisal district, not the county. The codes are used in the Texas Appraisal District Directory published by the PTAD. They run from "001" to "254". You are only sending data for your appraisal district, so this number should always be the same. <b>EXAMPLE:</b> <b>001 – Anderson County Appraisal District</b> <b>002 – Andrews County Appraisal District</b>
2	TU_ID	School District Code	Numeric	6	0	4	9	The Property Tax Assistance Division's assigned identification code for a taxing unit. The code number matches each taxing unit to its county name (1st 3 digits) and a unit within the county (2nd 3 digits). The Comptroller prints these numbers with the taxing unit's name in the Texas Appraisal District Directory each year. <b>EXAMPLE:</b> <b>001902 = Cayuga ISD</b>
3	PROP_CATG_CD	Comptroller's Category Code	Alphanumeric	2		10	11	The code used by the Property Tax Assistance Division for the use category of the property. If the appraisal district uses different category codes, translate the district's code to the one below that best fits the property. Use one of the following codes: <b>A – Single-family Residences</b> <b>B – Multi-family Residences</b> <b>C – Vacant Lots</b> <b>D1 – Rural acreage qualified for productivity appraisal</b> <b>D2 – Rural acreage not qualified for productivity appraisal</b> <b>E – Farm and Ranch Improvements</b> <b>F1 – Commercial Real Property</b> <b>F2 – Industrial Real Property</b> <b>G – Oil, Gas and Mineral Property</b> <b>J – Utility Property</b> <b>L1 – Commercial Personal Property</b> <b>L2 – Industrial Personal Property</b> <b>M1 – Tangible Other Personal, Mobile Homes</b> <b>M2 – Tangible Other Personal</b> <b>N – Intangible Property</b> <b>O – (The letter "O", not zero)–Residential Inventory</b> <b>S – Special Inventory</b>
4	PROP_SHT_ID	Short Account Number	Alphanumeric	10		12	21	This is sometimes called the "R Number" and is a locally assigned shortened account number. <b>Example: R12345</b>
5	PROP_ID1_TX	Account Number	Alphanumeric	25		22	46	The unique code (alphanumeric, numeric or alphabetic) that your district uses to identify a specific property. <b>If more than one account is included in a transaction, a separate record should be submitted for each account.</b>
6	PROP_ID2_TX	Legal Description	Alphanumeric	50		47	96	The property description found on formal documents; describes property in a manner that enables a person to locate it with government officials and is usually filed with the county clerk. <b>Example: Lot 3, Block 1, Section 1 Hughes Tract</b>
7	PRCL_AD_TX	Parcel Address	Alphanumeric	50		97	146	The situs or physical location of the property. The address includes the street, apartment or suite number (if any), city or other alphanumeric description for locating the property. <b>Example: 100 West Main, Suite 100, Austin</b>
8	PRCL_AD_ZP	Parcel ZIP Code	Numeric	5	0	147	151	The situs zip code. <b>Example: 78750</b>
9	SALE_DT	Sale Date	Date	10	0	152	161	The month, day and year of sale. <b>Format: MM/DD/YYYY</b>
10	PROP_SALE_AM	Sale Price	Numeric	12	0	162	173	The amount of consideration in whole dollars. If the sale price is unknown, a zero (0) value is entered. <b>Example: 000000147500 represents \$147,500</b>

## Property Transaction Record Format *(continued)*

Field #	PTAD Column Header	Field Name	Type	Length (Total)	Decimal Places	Begin Position	End Position	Description
11	DEED_DT	Deed Date	Date	10	0	174	183	The month, day and year of the deed transaction. <b>Format: MM/DD/YYYY</b>
12	DEED_VOL_NR	Deed Volume	Alphanumeric	5		184	188	The volume number in which the deed of sale is recorded. <b>Example: 01634 represents volume 1634</b>
13	DEED_PAGE_NR	Deed Page	Alphanumeric	7		189	195	The page number in which the deed of sale is recorded or the film recordation number at the county clerk's office. <b>Example: 0000182 represents page 182</b>
14	DEED_NR	Deed Number	Alphanumeric	20		196	215	The deed number as recorded in the county clerk's office. <b>Example: T18045615412315</b>
15	DEED_TY_CD	Deed Type	Alphanumeric	12		216	227	Deed type of most recent transaction. Please note your abbreviation codes on your media information certification form (MICF). <b>Example:</b> <b>GWD (general warranty deed)</b> <b>WDVL (warranty deed w/vendor's lien)</b> <b>CD (contract for deed)</b> <b>SWD (special warranty deed)</b>
16	MULT_ACCT_CD	Multiple Account Code	Alphanumeric	1		228	228	An indicator as to whether there are multiple accounts or multiple properties included in the transaction. Include in the comments fields the other account numbers that are included in the same sale. <b>Enter "Y" or "N." If "Y", enter multiple account numbers in comment field.</b>
17	SALE_PRIC_APRT_AM	Sale Price Apportioned?	Alphanumeric	1		229	229	Was the sale price apportioned? <b>"Y" = Yes</b> <b>"N" = No</b> <b>"U" = Unknown</b>
18	OVLP_PROP_CD	Overlapping Property Indicator	Numeric	1	0	230	230	Does this property overlap into two appraisal districts? <b>Enter "0" if the property is not overlapping.</b> <b>Enter "1" if the property is overlapping and appraised by this CAD for the school district. Enter "2" if the property is overlapping but CAD does not appraise for school district.</b>
19	TOTL_XMPT_CD	Totally Exempt Code	Alphanumeric	1		231	231	<b>Enter "Y" if the property is totally exempt.</b> <b>Enter "N" if the property is not totally exempt.</b>
20	GNTE_FRST_NM	Grantee First Name	Alphanumeric	50		232	281	First name of the buyer.
21	GNTE_LST_BUS_NM	Grantee Last Name or Business Name	Alphanumeric	50		282	331	The last name of the buyer or the business name. <b>Example: Eseldorf or Wal-Mart Corp</b>
22	GNTE_LINE_1_AD_TX	Grantee Address Line 1	Alphanumeric	35		332	366	Line one of buyer's address.
23	GNTE_LINE_2_AD_TX	Grantee Address Line 2	Alphanumeric	35		367	401	Line two of buyer's address, if needed.
24	GNTE_CITY_NM	Grantee City	Alphanumeric	24		402	425	Buyer's city.
25	GNTE_ST_CD	Grantee State	Alphanumeric	2		426	427	Buyer's state.
26	GNTE_AD_ZP	Grantee ZIP	Numeric	9	0	428	436	Buyer's ZIP.
27	GNTR_FRST_NM	Grantor First Name	Alphanumeric	50		437	486	The first name of the seller.
28	GNTR_LST_BUS_NM	Grantor Last Name or Business Name	Alphanumeric	50		487	536	The last name of the seller or the business name.
29	GNTR_LINE_1_AD_TX	Grantor Address Line 1	Alphanumeric	35		537	571	Line one of the seller's address.
30	GNTR_LINE_2_AD_TX	Grantor Address Line 2	Alphanumeric	35		572	606	Line two of seller's address, if needed.
31	GNTR_CITY_NM	Grantor City	Alphanumeric	24		607	630	Seller's city.
32	GNTR_ST_CD	Grantor State	Alphanumeric	2		631	632	Seller's state.
33	GNTR_AD_ZIP	Grantor ZIP	Numeric	9		633	641	Seller's ZIP.
34	MAP_NR	Map Number	Alphanumeric	25		642	666	The CAD map number or the PID number for the plat. This may be the Geographical Information System (GIS) identification number for the property.



## Property Transaction Record Format *(continued)*

Field #	PTAD Column Header	Field Name	Type	Length (Total)	Decimal Places	Begin Position	End Position	Description
35	CAD_VFCN_SRC_CD	CAD Verification Source Code	Alphanumeric	3		667	669	A three-character code to indicate how the sale was verified by the CAD. <b>APP – Local Appraiser</b> <b>OWN – Property Owner</b> <b>SEL – Property Seller</b> <b>AGT – Real Estate Agent</b> <b>MLS – Multiple Listing Service</b> <b>DTI – Deed Transfer Information</b> <b>OTH – Other Source</b> <b>NOT – Not Verified</b>
36	VALD_CD	Validity Code	Alphanumeric	1		670	670	Is this sale considered a valid “arms length” transaction? <b>Enter “Y” or “N.” If unknown, enter “U.” If “N”, enter reason in comment field.</b>
37	CNFD_CD	Confidential Code	Alphanumeric	1		671	671	Is the information about this sale considered to be confidential information? <b>Acceptable Description of Field containing Confidential Information Value</b> <b>A Parcel address (EPTS Field 7)</b> <b>B Sale price (Field 10)</b> <b>C Grantee address (Fields 22 and 23)</b> <b>D Grantor address (Fields 29 and 30)</b> <b>E Parcel address and sale price (Fields 7 and 10)</b> <b>F Parcel address and grantee address (Fields 7, 22 and 23)</b> <b>G Parcel address and grantor address (Fields 7, 29 and 30)</b> <b>H Sale price and grantee address (Fields 10, 22 and 23)</b> <b>I Sale price and grantor address (Fields 10, 29 and 30)</b> <b>J Grantee address and grantor address (Fields 22, 23, 29 and 30)</b> <b>K Parcel address, sale price and grantee address (Fields 7, 10, 22 and 23)</b> <b>L Parcel address, sale price and grantor address (Fields 7, 10, 29 and 30)</b> <b>M Parcel address, grantee address and grantor address (Fields 7, 22, 23, 29 and 30)</b> <b>N Sale price, grantee address and grantor address (Fields 10, 22, 23, 29 and 30)</b> <b>O Parcel address, sale price, grantee address and grantor address (Fields 7, 10, 22, 23, 29 and 30)</b> <b>P Other confidential information</b> <b>Q No confidential information</b>  THIS FIELD MAY NOT BE LEFT BLANK AND MAY NOT CONTAIN ANY CODE OTHER THAN THE ABOVE.  ANY RECORD CODED WITH “P” (OTHER CONFIDENTIAL MATERIAL) MUST HAVE AN EXPLANATION INCLUDED WITH THE MICF FORM OF WHAT IS CONFIDENTIAL AND WHY.
38	FRZN_CHAR_CD	Frozen Characteristics	Alpha-numeric	1		672	672	An indicator as to whether the property characteristics have changed significantly between the sale date and the January first (lien date) being studied. This would indicate that the selling price of the property does not represent the value of the property on January 1. <b>Enter “Y” or “N.”</b> Examples in which the indicator will be “N”: A rundown house that sold in June was extensively remodeled prior to January 1; a commercial property that sold in October was severely damaged by a flood in late December; a lot that was vacant on January 1 sold with an improvement in May.
39	CERT_VAL_YR	Most recent appraisal year	Numeric	4	0	673	676	Most recent appraisal year <b>Example “2008”</b>
40	ARB_VAL_CD	Value set by ARB	Alphanumeric	1		677	677	Was the CAD value set by the appraisal review board? <b>Enter “Y” or “N.”</b>

## Property Transaction Record Format *(continued)*

Field #	PTAD Column Header	Field Name	Type	Length (Total)	Decimal Places	Begin Position	End Position	Description
41	PROP_RPTAD_LAND_AM	CAD Value – Land	Numeric	12	0	678	689	The appraisal district's current estimate of market value, in whole dollars, of the land for this property. <b>Example: 000000147500 represents \$147,500</b>
42	PROP_RPTAD_IMP_V_AM	CAD Value – Improvement	Numeric	12	0	690	701	The appraisal district's current estimate of market value, in whole dollars, of the improvement for this property. <b>Example: 000000147500 represents \$147,500</b>
43	PROP_RPTAD_PPROP_AM	CAD Value – Personal Property	Numeric	12	0	702	713	The appraisal district's current estimate of market value, in whole dollars, for the taxable personal property of the account. <b>Example: 000000147500 represents \$147,500</b>
44	PROP_RPTAD_TOTL_AM	Total CAD Value	Numeric	12	0	714	725	The appraisal district's current estimate of market value, in whole dollars, for the total appraised value of the property. <b>Example: 000000147500 represents \$147,500</b>
45	SQFT_IMP_V_QY	Square Footage – Improvement	Numeric	7	0	726	732	Square footage of main improvement. For residential properties, provide square footage of living area. For commercial properties, provide total square footage.
46	LAND_UNIT_TY_CD	Land Unit Type	Alphanumeric	2		733	734	Unit used to value land. Examples: <b>SF – Square Foot</b> <b>AC – Acre</b> <b>FF – Front Foot</b> <b>FV – Flat Value</b> <b>NA – Not Applicable</b>
47	LAND_UNIT_QY	Number of Land Units	Numeric	14	4	735	748	Number of land square feet, acres, etc. <b>Example: 000000016.8250 represents 16.825 units</b>
48	BDRM_QY	Number of Bedrooms	Numeric	1	0	749	749	Number of bedrooms (if applicable).
49	BTHRM_QY	Number of Bathrooms	Numeric	5	2	750	754	Number of bathrooms (if applicable). <b>Example: 03.50 represents 3 1/2 baths.</b>
50	CA_CH_CD	CACH?	Alphanumeric	1		755	755	Does main improvement have central air conditioning and heating? <b>Enter "Y" or "N." If land only account, enter "L."</b>
51	BUILT_YR	Year Built	Numeric	4	0	756	759	Year of construction of main improvement in YYYY format.
52	CSTC_CLAS_TY_CD	Construction Type/Class	Alphanumeric	10		760	769	Appraisal district code for construction type/class of main improvement. <b>Examples:</b> <b>RV7+ = residential veneer class 7 plus</b> <b>RF3+ = residential frame class 3 plus</b> <b>C-CB3 = commercial concrete block class 3</b> <b>C-TW4 = commercial tilt wall class 4</b>
53	STRS_QY	Number Stories	Numeric	6	2	770	775	Number of stories of main improvement. <b>Example: 02.50 represents 2 1/2 stories.</b>
54	SBDV_NBHD_CD	Market Area	Alphanumeric	15		776	790	CAD code that identifies the market area. A code attached to each of a group of parcels the appraisal district has identified as being in a market area. A market area is one or more geographic areas in which similar properties compete with each other for potential buyers. The geographic areas in a market area may be non-contiguous.
55	FNC_CD	Financing Code	Alphanumeric	5		791	795	Code or abbreviation to indicate how the sale was financed. Example: FHA, VA, Owner, Conv
56	DY_ON_MRKT_QY	Number of Days on Market	Numeric	3	0	796	798	Number of days the property was listed on the market.
57	PREV_RPD_LAND_AM	Previous CAD Value – Land	Numeric	12	0	799	810	The appraisal district's prior year estimate of market value, in whole dollars, of the land for this property. <b>Example: 00000014750 represents \$147,500</b>
58	PREV_RPTAD_IMP_V_AM	Previous CAD Value – Improvement	Numeric	12	0	811	822	The appraisal district's prior year estimate of market value, in whole dollars, of the improvement for this property. <b>Example: 00000014750 represents \$147,500</b>

## Property Transaction Record Format *(concluded)*

Field #	PTAD Column Header	Field Name	Type	Length (Total)	Decimal Places	Begin Position	End Position	Description
59	CAD_LINE_1_CMNT_TX	CAD Comments	Alphanumeric	50		823	872	This is the first of two lines of 50 characters in which you may provide additional information about the sale. <b>Example: multiple account codes or reason for validity code of "N."</b>
60	CAD_LINE_2_CMNT_TX	CAD Comments	Alphanumeric	50		873	922	This is the second of two lines of 50 characters in which you may provide additional information about the sale. <b>Example: multiple account codes or reason for validity code of "N."</b>
61	INT_RATE_PC	Interest Rate	Numeric	4	2	923	926	The interest rate applied to the loan amount.
62	YR_FNC_QY	Number of Years Financed	Numeric	2	0	927	928	The term, or number of years, of the loan.
63	DN_PMT_AM	Down Payment	Numeric	12	0	929	940	The down payment in whole dollars.
		<b>Cnt: 63</b>		<b>Total: 940</b>				

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**[comptroller.texas.gov/taxinfo/proptax](http://comptroller.texas.gov/taxinfo/proptax)**

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Texas Comptroller of Public Accounts  
Publication #96-1208  
April 2015